

**IDAHO CERTIFIED SHORTHAND REPORTERS BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 3/14/2014**

**BOARD MEMBERS PRESENT:** Susan P. Israel - Chair  
Byrl Cinnamon  
Darren B Simpson  
Susan G. Gambee

**BOARD MEMBERS ABSENT:** Michael F. Peacock

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Maurie Ellsworth, Legal Counsel  
Carrie Gilstrap, Technical Records Specialist II

**OTHERS PRESENT:** General Darrell Manning  
Brian Kane, Deputy Attorney General

The meeting was called to order at 3:00 PM MDT by Susan P. Israel.

**APPROVAL OF MINUTES**

Mr. Cinnamon made a motion to approve the minutes of 11/21/2014. It was seconded by Judge Simpson. Motion carried.

Ms. Gambee made a motion to approve the minutes of 11/26/2014. It was seconded by Mr. Cinnamon. Motion carried.

**ROLE OF THE BOARD PRESENTATION**

General Manning provided a presentation on the Role of the Board to the members.

**OPEN MEETING LAW**

Mr. Kane provided a presentation of the Open Meeting Law to the members of the Board.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report.

## **FINANCIAL REPORT**

Ms. Cory gave the financial report, which indicated that the Board has a cash balance of \$39,231.09 as of 2/28/2014.

## **INVESTIGATIVE UNIT PROCESSES**

Mr. Ellsworth provided the members of the Board with a disciplinary process flowchart.

The Board discussed expenses incurred for the sub-committee to meet at the Bureau office to discuss possible law and rule changes for the next Legislative Session. Mr. Cinnamon made a motion to approve the travel expenses for the Board members to meet in person. It was seconded by Judge Simpson. Motion carried.

## **OLD BUSINESS**

### **TO DO LIST**

The Board reviewed its to do list items. No other action was taken.

## **JOHN BOYD PETITION FOR JUDICIAL REVIEW**

Mr. Ellsworth provided a summary of the proceedings to the members of the Board along with a copy of the court's dismissal order.

## **NEW BUSINESS**

### **BOARD CORRESPONDENCE**

The Board reviewed correspondence regarding the use of the license type of CSR versus SRL. Ms. Gambee made a motion to direct Bureau staff to respond to the inquiry stating the Board took this issue into consideration and since the license still bears the name "Certified Shorthand Reporter;" the SRL designation will not be changed. It was seconded by Judge Simpson. Motion carried.

### **EXAM PREPARATORY MATERIAL**

Following discussion, Judge Simpson made a motion to allow the old state test to be used as exam preparatory material. It was seconded by Ms. Israel. Motion carried.

## **ELECTION OF CHAIR AND VICE CHAIR**

Mr. Cinnamon made a motion to re-elect Ms. Israel as the Board Chair. It was seconded by Judge Simpson. Motion carried.

Ms. Gambée made a motion to re-elect Mr. Cinnamon as the Vice Chair. It was seconded by Judge Simpson. Motion carried.

**ADJOURNMENT**

Mr. Cinnamon made a motion to adjourn the meeting at 4:50 PM. It was seconded by Ms. Gambée. Motion carried.

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Susan P. Israel, Chair

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Byrl Cinnamon

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Michael F. Peacock

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Darren B Simpson

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Susan G. Gambée

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Tana Cory, Bureau Chief